AT&T

USER'S MANUAL
Part 2

2.4 GHz 2-Line Corded/Cordless Answering System 2462 with Caller ID/Call Waiting

For Customer Service Or Product Information, Visit Our Website At
www.telephones.att.com

Please also read
Part 1 — Important Product Information

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Printed in China. Issue 1AT&T 02/02

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BEFORE YOU BEGIN

About the Base and the Charger

This product provides you with a base station with corded handset, a cordless handset, and a handset charger. You'll need to connect the base to both AC power and a modular telephone jack. You'll connect the handset charger to AC power only. For more information, please see INSTALLATION in this User's Manual.

Using More Than One Handset

This system can support up to eight handsets. You must "register" additional handsets (purchased separately) with the base. The handset that came with the system (Handset 1) will automatically be registered with the base. Follow the directions that come with an additional handset to register it with the base.

Choosing the Best Location

Choose a location for the base near an electrical outlet and a telephone jack. This phone requires a modular telephone jack and a standard electrical outlet (110v AC) not controlled by a wall switch. For optimum performance, install the base on the highest floor of your home.

About Mailboxes

This answering system has two voice mailboxes. Mailbox 1 is used for Line 1 and Mailbox 2 is used for Line 2. Some answering system features are set independently for Mailbox 1 (Line 1) and Mailbox 2 (line 2).

About Caller ID with Call Waiting

This product has a Caller ID with Call Waiting feature that works with service from your local phone service provider.

Caller ID with Call Waiting lets you see who's calling before you answer the phone, even when you're on another call.

You may need to change your phone service to use this feature. Contact your phone service provider if:

- You have both Caller ID and Call Waiting, but as separate services (you may need combined service)
- You have only Caller ID service, or only Call Waiting service
- You don't subscribe to any Caller ID or Call Waiting services.

You can also use this product with regular Caller ID service, and you can use this product's other features without subscribing to either Caller ID or combined Caller ID with Call Waiting service.

BEFORE YOU BEGIN

There are fees for Caller ID services, and they may not be available in all areas.

This phone can provide information only if both you and the caller are in areas offering Caller ID service and if both telephone companies use compatible equipment.

About Call History

This phone assigns each incoming call a number from 1 to 50. The most recent call will have the lowest number. When the memory is full, the oldest call information is deleted to make room for new incoming call information.

If you answer a call before information appears on the screen, it may not be in the call history.

Call history information is stored independently at the base and at each handset. If you make changes to call records in one location, other history lists are not affected.

Using an Optional Spare Battery

(Purchased separately)

This phone is equipped with a built-in spare battery charger in the base unit. The spare battery charger allows you to always have a charged battery available should the cordless handset battery charge become low.

A fully charged spare battery installed in the base unit provides enough power for you to make and receive calls for up to one hour in the event of a power failure.

Use of a spare battery is optional. Use only the battery supplied with this phone or AT&T Accessory Battery Model 2401, SKU#91077, purchased separately. See "Spare Battery" in the BATTERIES section of this manual for directions to install a spare battery.

INSTALLATION

Base Installation

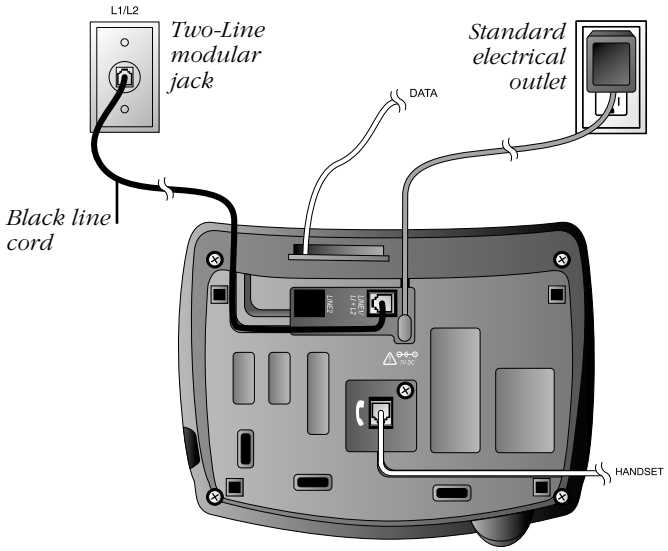
1 **Connect the power cord** to the base and an electrical outlet not controlled by a wall switch.

Use only the power cord supplied with this product. If you need a replacement, call 1 800 222-3111.

2 **Connect the corded handset to the base.** Plug one end of the coiled handset cord into the jack labeled on the underside of the base (as shown below). Plug the other end into the handset.

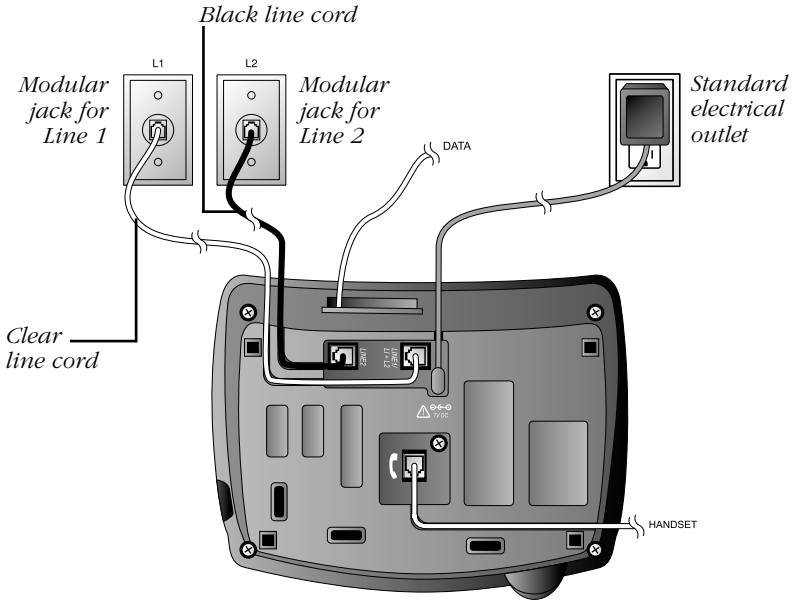
3 **Connect the telephone line cord(s).**

- If you have a two-line jack, use only the black line cord. Insert one end into the jack labeled **LINE 1/L1 + L2** on the underside of the base. Insert the free end into the two-line modular jack. Make sure the cord snaps firmly into place.



INSTALLATION

- If you have two separate one-line jacks, use both line cords. Insert one end of the clear cord into the jack labeled **LINE1/L1 + L2** on the underside of the base. Insert the other end of this cord into the modular jack for Line 1. Insert one end of the black cord into the jack labeled **LINE 2** under the base, then insert the other end into the modular jack for Line 2. Make sure the cords snap firmly into place.



4 Confirm Lines 1 and 2.

To determine which line is which, press LINE 1 and call one of your telephone numbers. If you hear a busy signal, Line 1 is the number you called. If Line 2 rings, it is the number you called.

5 Install spare battery (optional).

If you wish to install a spare battery (purchased separately) in the built-in spare battery charger on the left side of this phone, please refer to "Spare Battery" in the BATTERIES section of this manual for detailed instructions.

INSTALLATION

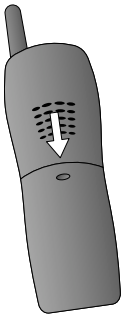
Handset Charger Installation

1 Connect the power cord. Feed the power cord through the strain-relief channel on the bottom of the handset charger. Then plug the cord into an electrical outlet not controlled by a wall switch.

CHARGING Light: on when handset is in charging stand

2 Install the handset battery.

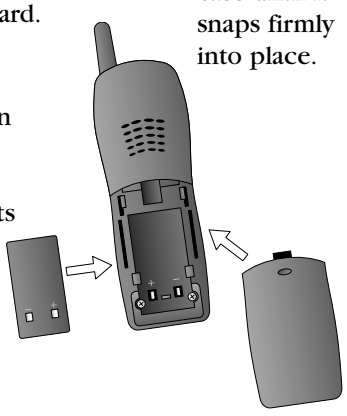
Use only the battery supplied with this handset or AT&T Accessory Battery Model 2401, SKU# 91077.



a) Remove battery compartment cover by pressing on indentation and sliding downward.

c) Replace cover by sliding it on its track up over battery case until it snaps firmly into place.

b) Place the battery pack in the handset. Match the metal contacts on the battery with the contacts in the battery compartment.



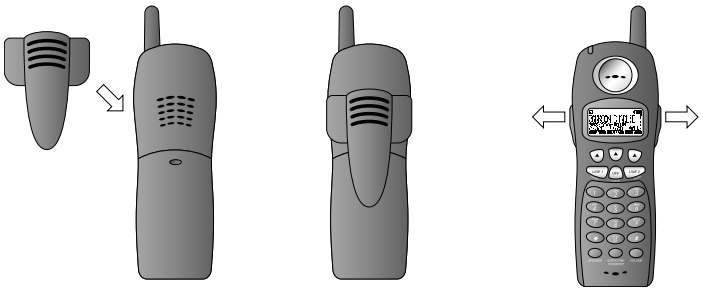
INSTALLATION

3 **Charge the handset battery.**
- Place the handset in the remote charging stand. The CHARGING light goes on.
- Charge the battery for at least 12 hours. After the first charge, the battery typically charges in only eight hours.

4 **Check for dial tone.**
- After the batteries are charged, lift the handset and press LINE 1; you should hear a dial tone.

Belt Clip

Attach belt clip to the cordless handset *(optional)*.



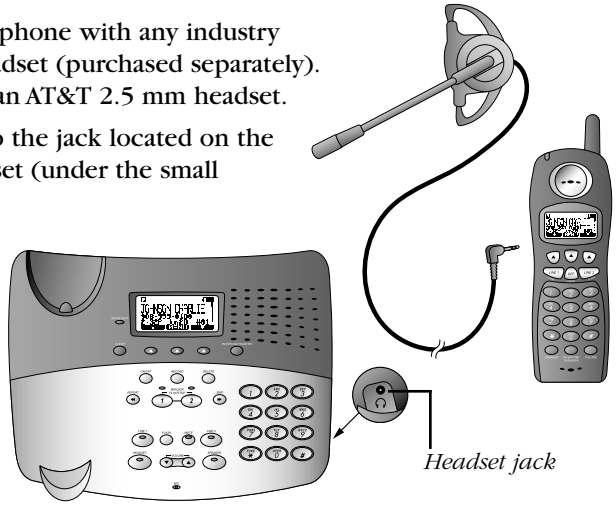
a) Slide down into grooves to attach.

b) To remove, lift one side with your thumbnail and push back.

Headset

You can use this telephone with any industry standard 2.5 mm headset (purchased separately). For best results, use an AT&T 2.5 mm headset.

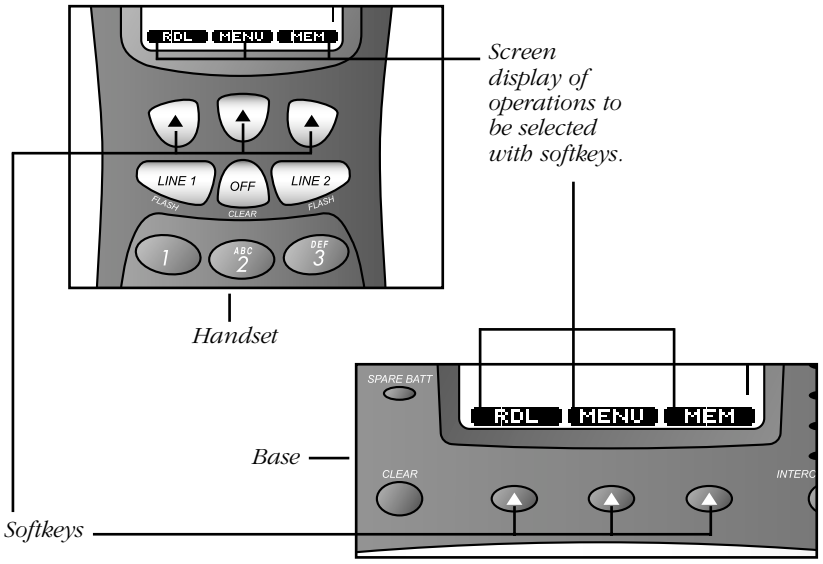
Plug the headset into the jack located on the left side of the handset (under the small rubber flap) or into the jack on the right side of the base Do not force the connection, but make sure the plug fits securely.



FEATURE SETTINGS

About Softkeys

- Both the base and handset have softkeys below the screen display.
- Press the softkey below the operation displayed on the screen to select that operation. (For example, to enter the menu, press the center softkey).
- Press OFF (CLEAR) on the handset or CLEAR on the base at any time to return to the previous screen.
- Press and hold OFF (CLEAR) on the handset or CLEAR on the base to return to the idle screen.



Telephone Feature Setup

1. Make sure the phone is off.
2. Press MENU.
3. Press ▼ to highlight SETUP BASE or HANDSET SETTINGS.
4. Press OK.
5. Press ▼ until the feature you want to set is highlighted.
6. Press SET.

FEATURE SETTINGS

7 Follow the directions for each feature as described in "Telephone Features".

8 Press OFF (CLEAR) on the handset or CLEAR on the base to return to the Setup menu

— OR —

Press and hold OFF (CLEAR) on the handset or CLEAR on the base to return to the idle screen.

Telephone Features

You can set each feature independently at the base or handset. Some features apply to only one location, as noted.

Feature	Directions
RINGERS Volume	You can adjust the ringer volume for Line 1 and the Intercom or Line 2 to four settings or off. Use the softkeys to adjust the volume down or up, or to turn the ringer off. You will hear a volume sample each time you change the setting, and the screen displays the volume level. Press OK to save.
Melody	You can choose from six different ringer tones for Line 1 and Line 2. Use the softkeys to hear the different ringers. Press SAVE to save the last ringer tone heard.
Call Screening (Base only)	Turn this feature on to hear messages as they are left in either answering system mailbox. Use the softkeys to select ON or OFF, then press OK.
Low Batt Tone (Handset only)	If you turn this feature on, the handset sounds a tone to indicate the battery power is low. Use the softkeys to select OFF or ON, then press OK.

***NOTE:** Press OFF (CLEAR) on the handset or CLEAR on the base at any time during feature setup to return to the previous screen.*

FEATURE SETTINGS

Telephone Features Continued

Feature	Directions
Range Tone (Handset only)	When you turn this feature on, the handset sounds a warning tone when it is out of range of the base. Use the softkeys to select OFF or ON, then press OK.
Set Pulse/Tone (Base only)	Set the base to match the kind of dialing service you have—touch tone or dial pulse (rotary). You can set Pulse/Tone separately for each line. Use softkeys to select Line 1 or Line 2, then choose PULSE (dial pulse) or DTMF (touch tone). Press OK to save.
Keypad Tone	If you turn this feature on, the handset or base sounds a tone every time you press a button. Use the softkeys to select OFF or ON, then press OK.
Contrast	You can adjust the display screen contrast level. There are 15 contrast levels. Use the softkeys to adjust the contrast, then press OK.
Rename	You can assign a name to the base or any registered handset (instead of BASE or HANDSET 1, etc.) Use the dial pad and the chart on page 22 to enter the new location name, then press SAVE to confirm the new name.
Range Extender	Set this feature to ON or AUTO to moderately increase the operating range or sound quality of your registered handset(s). Set this feature to OFF to conserve battery power. You can program this feature at each handset individually or set all handsets to the same option from the base. Use ▲ or ▼ to scroll to the desired setting, then press OK. ***NOTE:** Only one handset can be actively in Range Extender mode at any time.*

***NOTE:** Press OFF (CLEAR) on the handset or CLEAR on the base at any time during feature setup to return to the previous screen.*

FEATURE SETTINGS

Answering System (ITAD) Setup

This answering system has two voice mailboxes. Mailbox 1 is used for Line 1 and Mailbox 2 is used for Line 2. Some answering system features are set independently for Mailbox 1 (Line 1) and Mailbox 2 (Line 2).

1. Press ON/OFF on the base and follow screen prompts to turn the ITAD on for both lines.
2. From the idle screen at the base or handset press MENU.
3. Select MAILBOXES, then press OK.
4. Select MAILBOX 1 SETUP or MAILBOX 2 SETUP, then press OK.

   The screen displays a list of the feature settings:

5. Press ▼ until the feature you want to set is highlighted.
6. Press SET.
7. Follow the directions for each feature as described in "Answering System (ITAD) Features".
8. Press OFF (CLEAR) on the handset or CLEAR on the base to return to the Setup menu

   — OR —

   Press and hold OFF (CLEAR) on the handset or CLEAR on the base to return to the idle screen.

FEATURE SETTINGS

Answer Mode

You must set this feature for each mailbox. When a line's mailbox is set to ANSWER + RECORD the caller can leave a message. When a line's mailbox is set to ANSWER ONLY the system disconnects after playing the outgoing message.

1 Press ▲ or ▼ softkeys to select the current answer mode setting (ANSWER + RECORD or ANSWER ONLY). Then press SET.

The screen displays:

2 Press ▲ or ▼ to select the desired setting for this line.

3 Press OK to confirm your selection.

Security Code

This is the security code you will use to access answering system features and functions from a touch tone phone. The system comes preset to 5000, but you can change the code to any four-digit combination not beginning with 1 or 2. Setting the security code for one mailbox, sets the code for both mailboxes.

1 Press ▲ or ▼ to select SEC. CODE:, then press SET. The screen displays:

2 Use the dial pad keys to enter the new code. You can use ◀ or ▶ to move between digits in the displayed code.

3 When the displayed code is correct, press SAVE to store the new security code.

FEATURE SETTINGS

Number of Rings

Choose how many times the phone will ring before the system answers an incoming call. You must set this feature for each line. If you set this feature to TOLL SAVER (TS), the system answers after two rings when you have new messages and after four rings when you have no new messages.

1. Press ▲ or ▼ to select # OF RINGS:, then press SET. The screen displays the current setting.
2. Press – or + to change the number of rings.
3. Press SAVE to confirm your selection.

Day of the Week

Changing this setting for either mailbox changes the day of the week for both mailboxes.

1. Press ▲ or ▼ to select the day displayed, then press SET. The screen displays the list of days.
2. Press ▲ or ▼ to scroll through the list.
3. When the desired day is highlighted, press OK to confirm your selection.

Time

Changing this setting for either mailbox changes the time for both mailboxes.

1. Press ▲ or ▼ to select the time displayed, then press SET. The screen displays SETTING TIME and the current setting.
2. Enter the new time with the keypad. You can use ◀ or ▶ to move the cursor between digits.
3. To change between AM or PM, move the cursor under the A or P. Press 2 or * to set to A. Press 7 or # to set to P.
4. Press SAVE to store the displayed time.

Turn Audible Alert On/Off

When Audible Alert is turned on, the base beeps once every 10 seconds when new messages have been received. This feature can be changed at either mailbox and resets for both mailboxes. The system is pre-set to OFF

1. Press ▲ or ▼ to select AUD ALERT, then press SET.
2. Select the desired setting (ON or OFF), then press OK to confirm your selection.

TELEPHONE OPERATION
AT THE BASE

The base unit of this phone can be used with the corded handset, as a speakerphone, or with a 2.5mm headset (purchased separately).

Answer a Call

Lift the corded handset or press SPEAKER or HEADSET (with headset installed). The ringing line is selected automatically.

Make a Call

Lift the corded handset or press SPEAKER or HEADSET (with headset installed). An available line is selected automatically.

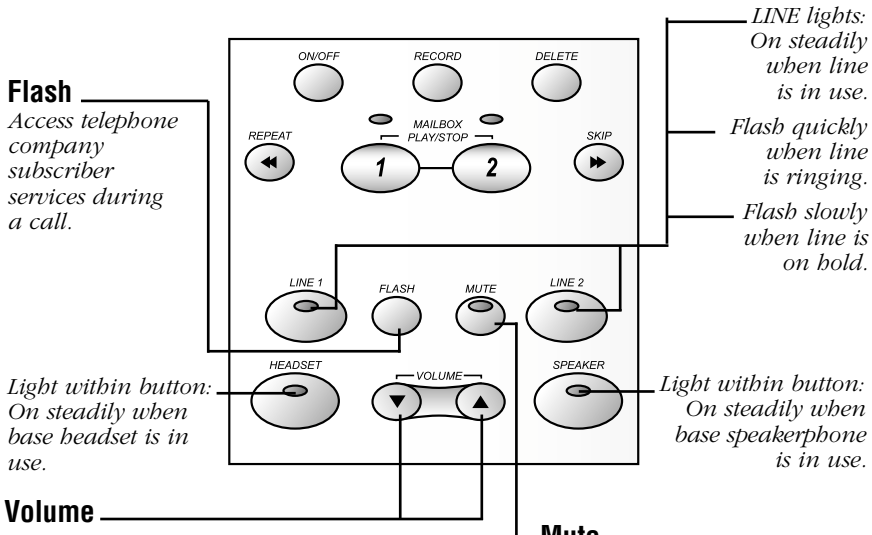
— OR —

To choose a particular line, press LINE 1 or LINE 2, then lift the corded handset or press SPEAKER or HEADSET.

Then, dial the call.

End a Call

Replace the base handset or press SPEAKER or HEADSET.



Flash
Access telephone company subscriber services during a call.

LINE lights: On steadily when line is in use.

Flash quickly when line is ringing.

Flash slowly when line is on hold.

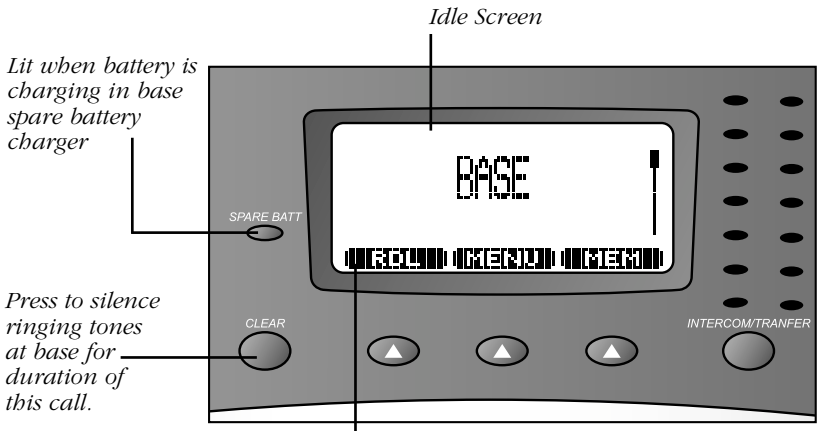
Light within button: On steadily when base headset is in use.

Light within button: On steadily when base speakerphone is in use.

Volume
Adjust volume of what you hear through the handset or speakerphone during a call.

Mute
Press to prevent the other person from hearing you (you will still be able to hear the other person). Press again to return to your conversation.

TELEPHONE OPERATION
AT THE BASE


Idle Screen
Lit when battery is charging in base spare battery charger
SPARE BATT
BASE
Press to silence ringing tones at base for duration of this call.
CLEAR
INTERCOM/TRANFER

Redial

1 Press the softkey under RDL. The screen displays the last five numbers dialed from the base.

2 Use the softkeys to highlight the number you want to call.

3 Lift the receiver, press SPEAKER, or press HEADSET. The call will be dialed automatically.

NOTE: This feature can only be accessed before you lift the receiver or press SPEAKER *or* HEADSET.

TELEPHONE OPERATION
AT THE BASE

Volume

Adjust the volume of what you hear on a call using VOLUME ▲ and ▼

— OR —

1. During a call, press VOL.
2. Use the softkeys to adjust the volume of what you hear.
3. Press OK to save the setting for future calls.

Mute

Mute allows you to hear your caller, but prevents the caller from hearing you. Use MUTE on the base

— OR —

1. Press MUTE. The screen alternately displays MICROPHONE MUTED and the previous screen.
2. Press MUTE again to return to your conversation.

Hold

When you put a call on hold, you cannot hear your caller, and your caller cannot hear you.

1. Press HOLD. The screen displays CALL ON HOLD
2. Press the appropriate LINE button, SPEAKER or HEADSET to return to the call.

NOTE: *The base rings to remind you that the call is being held. If you don't answer the ring, the call is disconnected.*

Line in Use

- When the line is in use at the base, the base screen display is similar to:

- When the line is in use by another set on the same line, the screen displays:

TELEPHONE OPERATION
AT THE BASE

Switch Between Lines

You can alternate between calls on Line 1 and Line 2 as often as necessary.

1. Make or answer a call.
2. Press HOLD to place the first call on hold.
3. Press the LINE button for the second call. Then lift the base handset or press SPEAKER or HEADSET to answer or place the second call.
4. To return to the first call, press HOLD to place the current call on hold

   — OR —

   Replace the base handset in the cradle, or press SPEAKER or HEADSET to end the current call.

   Then press the LINE button for the first call and lift the base handset or press SPEAKER or HEADSET.

Note: *If you switch lines without placing the current call on hold, you will drop the current call.*

Conference Calls

You can use both lines at the same time to set up a three-party call.

1. Make or answer a call.
2. Press HOLD to place the call on hold.
3. Make a call on the other line.
4. When the call is answered, press CONF. The conference call begins immediately.
5. To end a conference call, hang up. All parties will be disconnected.

To drop one line:

1. Press DROP. Then use ◄ and ► to select the line you wish to drop.
2. Press OK. The selected line will be disconnected.

To place a conference call on hold:

Press HOLD to place both parties on hold. Lift the base handset or press SPEAKER or HEADSET to return to the conference call.

TELEPHONE OPERATION
AT THE BASE

Base Icons

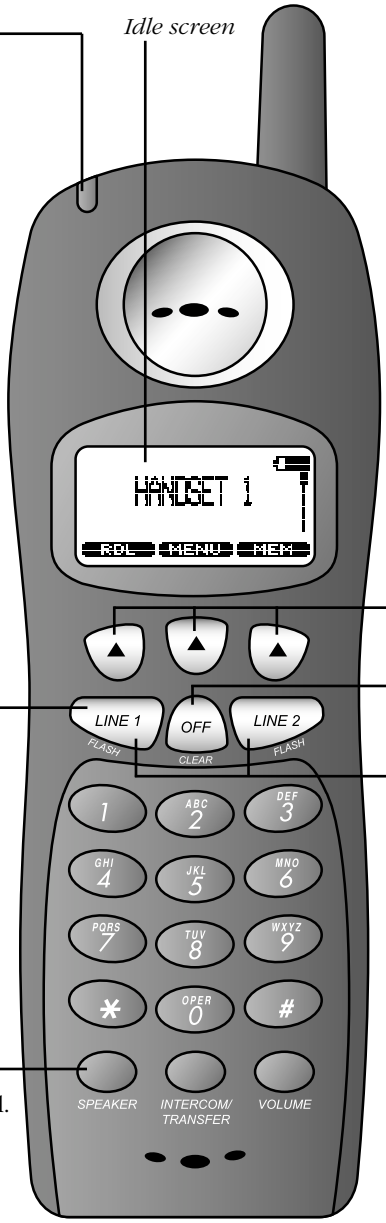
Icon	Description
1	**Line in Use** Flashes with a line number when there is an incoming call. On steadily with one or more numbers next to it to show which handset or base (1) is in use.
C	**Intercom** On steadily with one or more numbers next to it to show which handset or base (1) is in use.
B	**Base in Use**
H	**Hold** On steadily next to Line In Use icon (above) when line is on hold.
M	**Mute**
1–8	**Handset Indicator** Shows which handset is in use.

NOTE: *Although up to eight handsets can be registered to the base, only four can be used at one time.*

TELEPHONE OPERATION
AT THE HANDSET

Flashes when you have new messages on the answering system.

Idle screen



Redial

1 Press RDL. The screen displays the last five numbers dialed from this handset.

2 Use the softkeys to highlight the number you want to call.

3 Press a LINE button to place the call.

Note: *This feature can only be accessed before you press a LINE button.*

Answer a Call

Press a LINE button.

Make a Call

Press a LINE button, then dial the number

— OR —

Dial the number (it will be displayed on the screen), then press a LINE button to call.

End a Call

Flash

Use the LINE (FLASH) button for the appropriate line to access telephone company subscriber services while on a call.

Handsfree Operation

You can stand the handset on a desk or table and use it as a speakerphone by pressing SPEAKER instead of a LINE button to make, redial, or answer a call.

— OR —

You can install a 2.5mm headset (See "Headset" in the INSTALLATION section of this manual).

TELEPHONE OPERATION
AT THE HANDSET

Volume

1. During a call, press VOL.
2. Use the softkeys to adjust the volume of what you hear.
3. Press OK to save the setting for future calls.

Mute

Mute allows you to hear your caller, but prevents the caller from hearing you.

1. Press MUTE. The screen alternately displays MICROPHONE MUTED and the previous screen.
2. Press MUTE again to return to your conversation.

Hold

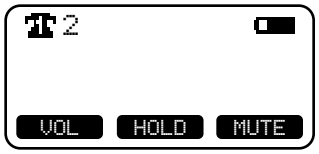
When you put a call on hold, you cannot hear your caller, and your caller cannot hear you.

1. Press HOLD. The screen displays CALL ON HOLD
2. Press the appropriate LINE button, SPEAKER or HEADSET to return to the call.

NOTE: *The handset rings to remind you that the call is being held. If you don't answer the ring, the call is disconnected.*

Line in Use

- When the line is in use at the handset, the handset screen display is similar to:



- When the line is in use by another set on the same line, the screen displays:

TELEPHONE OPERATION
AT THE HANDSET

Switch Between Lines

You can alternate between calls on Line 1 and Line 2 as often as necessary.

1. Make or answer a call.
2. Press the LINE button for the second call. The first call is automatically placed on hold.
3. Press OFF to end the current call and return to the other call

   — OR —

   Press the LINE button of the other call. The current call is automatically placed on hold.

Conference Calls

You can use both lines at the same time to set up a three-party call.

1. Make or answer a call.
2. Press the other LINE button and make a second call. The first call is automatically placed on hold.
3. Press CONF. The conference call begins immediately.
4. To end a conference call, press OFF. All parties will be disconnected.

To drop one line:

1. Press DROP. Then, use ◄ and ► to select the line you wish to drop.
2. Press OK. The selected line will be disconnected.

To place a conference call on hold:

Press HOLD to place both parties on hold. To return to the conference call, press either LINE button or SPEAKER.

TELEPHONE OPERATION
AT THE HANDSET

Handset Icons

Icon	Description
	Line in Use Flashes with a line number when there is an incoming call. On steadily with one or more numbers next to it to show which handset or base (0) is in use.
	Intercom On steadily with one or more numbers next to it to show which handset or base (0) is in use.
	Battery Cycles (low, medium, and high) when Handset battery is charging. Flashes when battery is low.
E	**Range Extender Indicator** On steadily in top left corner of screen when handset is in use and in Range Extender mode.
H	**Hold** On steadily next to Line In Use icon (above) when line is on hold.
M	**Mute**
	Handset Registration On steadily when a handset is not registered to the base.
1–8	**Handset Indicator** Shows which handset is in use.

***NOTE:** Although up to eight handsets can be registered to the base, only four can be used at one time.*

TELEPHONE MEMORY
AT THE BASE OR HANDSET

You can store up to 50 telephone numbers and names in memory at the base and each registered handset. Memory information is stored independently at the base and each handset. Changes made to memory at one location do not affect memory at other locations. The softkey menu appears the same on the base and handset screens.

Store a Number and Name in Memory

1 Start from the "idle" screen.

or

2 Begin entering the number you want to store. Press PAUSE to enter a dialing pause if you wish. Press MEM when finished.

3 The screen displays:

4 Use the chart below to enter a name to be stored with this number. Press ▶ to enter a space; press CLR if you make a mistake.

Dial Key	Presses 1	2	3	4	5	6	7	8	9
1	&	‘	,	.	1				
2	A	B	C	a	b	c	2		
3	D	E	F	d	e	f	3		
4	G	H	I	g	h	i	4		
5	J	K	L	j	k	l	5		
6	M	N	O	m	n	o	6		
7	P	Q	R	S	p	q	r	s	7
8	T	U	V	t	u	v	8		
9	W	X	Y	Z	w	x	y	z	9
*	*								
0	0								
#	#								

5 Press SAVE. The entry is stored and the screen returns to the idle screen.

NOTE: *If the memory is full, the screen displays* PHONEBOOK IS FULL! *and exits without saving the entry.*

TELEPHONE MEMORY
AT THE BASE OR HANDSET

View a Memory Number

1 Start from the "idle" screen. Press MEM.

or

2 The screen displays:

3 Press ▲ or ▼ to scroll through memory in alphabetical order

— OR —

Press FIND, then enter the first few letters of the name and press FIND again to search.

The closest match alphabetically is displayed.

Dial a Memory Number

1 Follow **Steps 1–3** under "View a Memory Number."

2 To dial the call, press a LINE button on the handset

— OR —

Lift the base handset, or press SPEAKER or HEADSET at the base.

TELEPHONE MEMORY
AT THE BASE OR HANDSET

Edit a Memory Number

1 Follow **Steps 1–3** under "View a Memory Number."

2 Press EDIT.

3 Press EDIT.

4 Press NAME or NUM.

5 Press ▶ to move the cursor to where you want to begin editing.

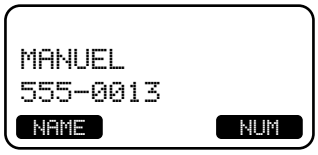
Press MORE for more editing choices. The screen displays:

Press DEL to delete numbers, then enter new numbers. Press PAUSE to enter a dialing pause.

Press BACK. To continue editing, use the ▶ to reposition the cursor.

6 Press SAVE to save the edits.

The screen displays:



Repeat **Steps 4-6** if you need to edit the name or number for this entry.

7 Press and hold OFF(CLEAR) on the handset or press CLEAR on the base to exit and save edits.

TELEPHONE DIRECTORY
AT THE BASE OR HANDSET

Delete a Memory Number

1 Follow **Steps 1–3** under "View a Memory Number."

2 Press EDIT.

3 Press DEL.

4 Press THIS to delete the displayed entry
— OR —
Press ALL to delete the entire memory.

5 If you pressed ALL, the screen displays ARE YOU SURE?.
Press YES to delete the memory
— OR —
Press NO to exit without deleting.

INTERCOM OPERATION

You can use INTERCOM/TRANSFER on the base or cordless handset to make intercom, page or conference calls and to transfer a call between the base and registered handsets. These features work in the same way at the base and handsets.

Intercom

1. Press INTERCOM/TRANSFER.
2. Press ▲ or ▼ to select the location you want to call. Then press OK to place the call.
   — OR —
   Dial the handset number you want to call (or 0 for the base).
3. Respond at the signaled location by pressing INTERCOM/TRANSFER.
4. To end the intercom connection, press OFF on the handset
   — OR —
   Press INTERCOM/TRANSFER on the base.

Global Page

A global page signals all handsets from the base or the base and all other handsets from a handset. The global page can then be answered at any location by pressing INTERCOM/TRANSFER.

1. Press INTERCOM/TRANSFER.
2. Use the softkeys to select GLOBAL PAGE, then press OK.
3. To end the intercom connection, press OFF on the handset
   — OR —
   Press INTERCOM/TRANSFER on the base.

INTERCOM OPERATION

Transfer a Call

You can transfer calls from base to handset, handset to handset, or handset to base. If a transfer call is not answered within 30 seconds, the call will ring again at the sending location. If the returned call is not answered within 30 seconds it will be automatically transferred to the answering system.

Blind Transfer Call

1. While on the call, press INTERCOM/TRANSFER.
2. Press ▲ or ▼ to highlight the desired destination, then press OK.

Announced Transfer Call

1. Place current call on hold.
2. Press INTERCOM/TRANSFER.
3. Press ▲ or ▼ to highlight the desired destination, then press OK.
4. Announce the transfer call.
5. End the intercom call. The receiving party must take the call off hold to speak with the caller.

Conference Calls

1. Place the current call on hold.
2. Make a new call on Line 1 or Line 2

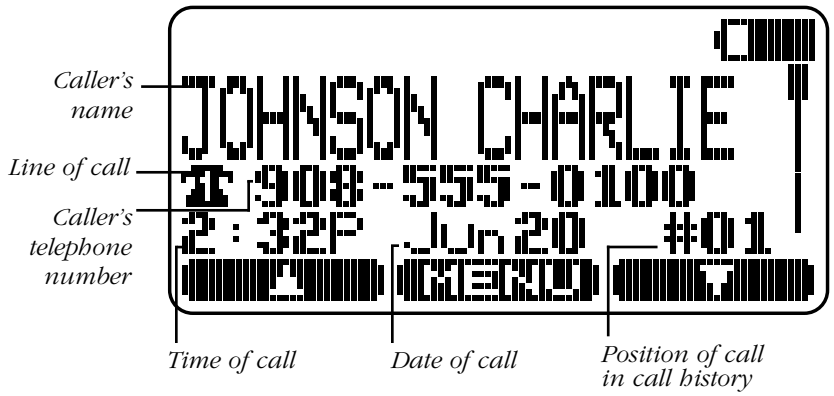
   — OR —

   Make an intercom call.
3. Press CONF to connect all parties.

Join a Conference Call

1. Press INTERCOM/TRANSFER.
2. Press ▲ or ▼ to select the desired party.
3. Press OK.

CALLER ID OPERATION



View Call History

The handset and base store up to 50 records in the call history, with the most recent records displayed first.

1. Press MENU.
2. Select CALL HISTORY. The screen display is similar to the one above.
3. Press ▲ or ▼ to scroll through call history
4. To exit call history, press and hold CLEAR on the base or OFF (CLEAR) on the handset.

***NOTE:** Call history information is stored independently at the base and at each handset. If you make changes to call records at one location, other call history lists are not affected.*

Dial Displayed Call Record

1. Follow the directions to "View Call History."
2. When the number you want to call is displayed, press a LINE button on the base or handset, or SPEAKER or HEADSET on the base to place the call.

The number will be dialed exactly as it is displayed. To change the display format, press # until the number appears as you want to dial it, then place the call.

CALLER ID OPERATION

Display Dial Options

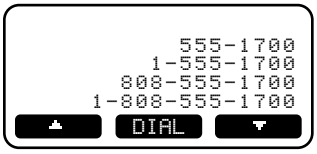
Phone numbers are displayed in the format they were received. You can change the dialing sequence for a displayed record, by pressing # repeatedly until the number is shown as you want it to be dialed. Then place the call.

— OR —

1. When the call record is displayed press MENU.
2. Select DIAL OPTIONS and press OK.

   — OR —

   Press *.
3. Use ▲ or ▼ to highlight the number as you want it to be dialed.



4. To call the selected number, press DIAL.

Delete Call Records

1. Follow the directions to "View Call History."
2. When the record you wish to delete is displayed, press 4.

   — OR —

   Press MENU. Use ▲ or ▼ to highlight DELETE CID, then press OK.
3. Press THIS to delete only the current record

   — OR —

   Press ALL to delete all records in the call history.

Store Call Record in Telephone Memory

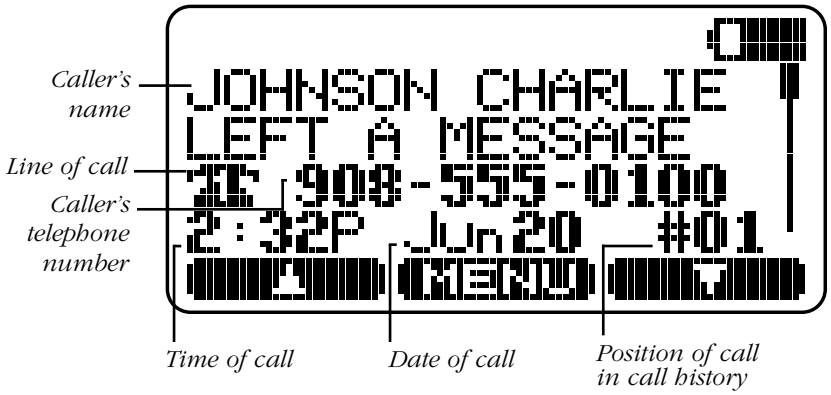
NOTE: *Only call records with telephone numbers will be stored in the telephone memory.*

1. Follow the directions to "View Call History."
2. When the record you wish to store in memory is displayed, press 7. The number will be stored automatically.

   — OR —

   Press MENU. Select SAVE TO MEM and press OK.

CALLER ID OPERATION



Play a Message Associated with a Call Record

If the caller left a message on the answering system, LEFT A MESSAGE appears under the caller's name in the call record. You can listen to the message while the call record is displayed by pressing 1.

— OR —

1. Press MENU.
2. Select PLAY MESSAGE and press OK.

The system plays the message once and changes the message status on the answering system to old. You can stop message play back (see ANSWERING SYSTEM OPERATION), but no other answering system features are available while in Caller ID mode.

ANSWERING SYSTEM OPERATION

This answering system (ITAD) can be accessed using on screen menus at the base or handset, using the buttons on the base, or from a remote touch tone phone. Instructions for those functions available through base buttons appear in ANSWERING SYSTEM OPERATION USING BASE BUTTONS. Instructions for access from another telephone are in ANSWERING SYSTEM OPERATION AT TOUCH TONE PHONE.

Turn Answering System On/Off

Press ON/OFF on the base and follow the screen prompts to turn the ITAD on or off for each line.

If you turn the ITAD off for a line, you can access that line remotely but the ITAD will not answer incoming calls with an announcement.

About Announcements

- You can record two different announcements for each line—one for normal answering and one for when you've set the system to play the announcement only.
- Use Answer + Record when you want the system to record callers' messages. Use Answer Only when you want to give information to callers without accepting messages.
- If you choose not to record an announcement, the system answers with a pre-recorded announcement.
- The normal answering pre-recorded announcement says: *"Hello. Please leave a message after the tone."* The Answer Only pre-recorded announcement says: *"We're sorry, messages to this number cannot be accepted."*
- By setting the answer mode to Answer + Record or Answer Only, you decide which announcement your callers will hear when the system answers a call (the system comes set for normal answering). See "Answer Mode" on page 11 to change your announcement selection for each line.

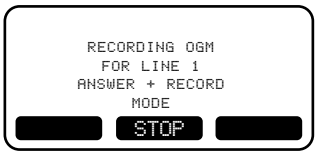
ANSWERING SYSTEM OPERATION

Record Your Announcement

You must record the announcement for each mailbox separately.

1. From the mailbox setup menu for the desired mailbox (see "Answering System (ITAD) Setup" in FEATURE SETTINGS), select REVIEW/CHNG OGA, then press SET.
2. Select RECORD NEW OGA, then press OK.

The screen displays:



3. Speak toward the base or into the cordless handset to record an announcement up to 90 seconds long.
4. Press STOP when you are finished recording. The system plays back the new announcement.
5. Press and hold CLEAR to exit the setup menu and save new announcement.

To review your announcement at any time:

1. Follow **Step 1** under "Record your Announcement."
2. Select LISTEN TO OGA, then press OK.

To delete your announcement:

1. Follow **Step 1** under "Record your Announcement."
2. Select DELETE OGA, then press OK.

Incoming Messages

The system automatically saves your messages until you delete them, and can store approximately 25 minutes of messages, memos, and announcements.

Before playing a message, the system announces the day and time it was received. While the message plays, the screen displays the Caller ID information and OLD or NEW status for the message. After playing the last message in a mailbox, the screen displays END OF MAILBOX MESSAGES.

ANSWERING SYSTEM OPERATION

Play Messages

The system plays new messages first, in the order they were received, then old messages (also first to last).

1 Press MENU.

2 Select MAILBOXES for the desired line, then press OK.

Note: *While a message is playing, you can press* BACK *to back up to the previous message,* ERASE *to delete this message, or* MENU*. After pressing* MENU *you can press* PLAY, PAUSE/RESUME*, or* SKIP *(to next message) using the softkeys or the dial pad key indicated next to each option.*

Delete a Message

Press ERASE while the message you wish to delete is playing.

Adjust Playback Volume

Press VOLUME ▲ or ▼ on the base during message playback.

ANSWERING SYSTEM OPERATION
USING BASE BUTTONS

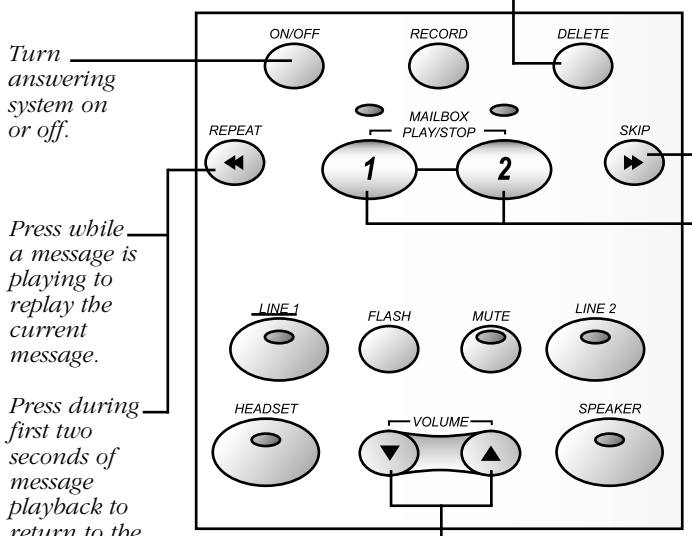
You can access many answering system features and functions using the buttons on the base.

Delete a Message

Press DELETE while a message is playing to delete that message.

Delete All Messages in a Mailbox

1. Press DELETE when answering system is idle. Both Mailbox lights flash and the screen displays PLEASE SELECT MAILBOX TO ERASE.
2. Press the MAILBOX button for the mailbox you wish to clear. The screen displays a menu.
3. Press ERASE to delete all messages in the selected mailbox.



Turn answering system on or off.

Press while a message is playing to replay the current message.

Press during first two seconds of message playback to return to the previous message.

Press while message is playing to skip to the next message.

Press to play all messages in a mailbox.

Press while a message is playing to stop message playback.

Press to select a mailbox when both Mailbox lights are flashing.

Press ▲ or ▼ to adjust volume during message playback.

ANSWERING SYSTEM OPERATION
USING BASE BUTTONS

Record A Memo

You can record a memo up to four minutes long to store as a new incoming message.

1. Press [RECORD]. Both Mailbox lights flash and the screen displays PLEASE SELECT MAILBOX FOR MEMO.
2. Press [PLAY/STOP] for the mailbox where you wish to store the memo. Speak toward the microphone. The screen displays RECORDING MEMO IN MAILBOX.
3. Press [PLAY/STOP] or [RECORD] again to stop recording.

You can press [CLEAR] at any time during recording to exit recording mode and delete the memo.

Record a Phone Conversation

You can record up to four minutes of a telephone conversation to be stored as an old message. While on a call:

1. Press [RECORD].
2. Press [PLAY/STOP] or [RECORD] again to stop recording the conversation before the four minutes are up.

If only one line is in use, the conversation will be automatically stored in the mailbox for that line. If the call involves both lines or is an intercom call, the conversation will be recorded in Mailbox 1.

You can press [CLEAR] at any time during recording to exit recording mode and delete the recorded conversation.

ANSWERING SYSTEM OPERATION
AT TOUCH TONE PHONE

Connect with the Answering System

You can access many features of this system remotely from a touch tone phone.

1. Dial one of your telephone numbers.
2. When the system answers, enter your Security Code (preset to 5000). You will hear a series of beeps and the system announces how many new messages you have in each mailbox.
3. After the announcement, enter a remote command (see "Remote Access Commands").
4. The system automatically disconnects if 15 seconds pass with no command entry.

Voice Menu

The system has voice prompts to help you with remote operation. Press 5 to hear the menu while remotely connected to the answering system.

Remote Access Commands

Function	Command:
Play messages in a mailbox	Press 1, then the mailbox number (1 or 2). The system plays all messages in the selected mailbox.
Play only new messages in a mailbox	Press 2, then the mailbox number (1 or 2). The system plays only new messages in the selected mailbox.
Repeat a message	Press 4 while message is playing; each press backs up another message.
Skip a message	Press 6 while message is playing; each press advances another message.
Stop	Press # .
Save messages	Hang up.
Delete the current message	Press 3 while message is playing.
Delete all messages in a mailbox	Press 3 , then the mailbox number. After the system prompt, press 3 again to confirm decision to delete all messages in the mailbox.

ANSWERING SYSTEM OPERATION
AT TOUCH TONE PHONE

Remote Access Commands (continued)

Function	Command:
End remote access call	Press ✱ 0.
Turn system off	Press 0 and the mailbox number; the system announces, *"The ITAD is now off."* Press 0 again to turn the system back on.
Turn system on	When system is off, it answers after 10 rings and announces, *"Please enter your security code."* Press #, then enter your four-digit security code.
Review announcement	Press 7, then the mailbox number. The system plays the currently selected announcement for the mailbox.
Record announcement	Press 8, then mailbox number. After system prompt, record new announcement for the currently selected mailbox. Press 5 to stop. System plays back announcement.
Change Answer Mode	Press 9, then the mailbox number the system announces current answer mode (Answer + Record or Answer Only) for the selected line. Press 9 again to change the answer mode.

NOTE: *The remote access call automatically ends if you don't press a key within 15 seconds (other than when recording or playing messages or announcements).*

BATTERIES

Battery Life

Battery life depends on how far the handset is from the base, and other environmental conditions.

NOTE: *For optimum performance, charge your cordless handset in the handset charger every night.*

Charge the Handset Battery Pack

- This battery should remain charged for up to five days. A fully charged battery provides an average talk time of about six to eight hours.
- The battery pack needs charging when:
  - The battery icon ( ) flashes,
  - A warning tone sounds, or
  - The screen displays LOW BATTERY when idle.
- Place the handset in the handset charger so the CHARGING light goes on. The battery pack is typically charged in eight hours. For best results, the initial charge should be twelve hours.
- You can keep the battery fully charged by returning the handset to the handset charger after each use.
- If you repeatedly get a Low Battery indicator, even after eight hours of charging, the battery should be replaced. Use only AT&T Accessory Battery Model 2401, SKU# 91077.

CAUTION: Charge the battery provided with or identified for use with this product only in accordance with the instructions and limitations specified in the User's Manual, Part 1.

BATTERIES

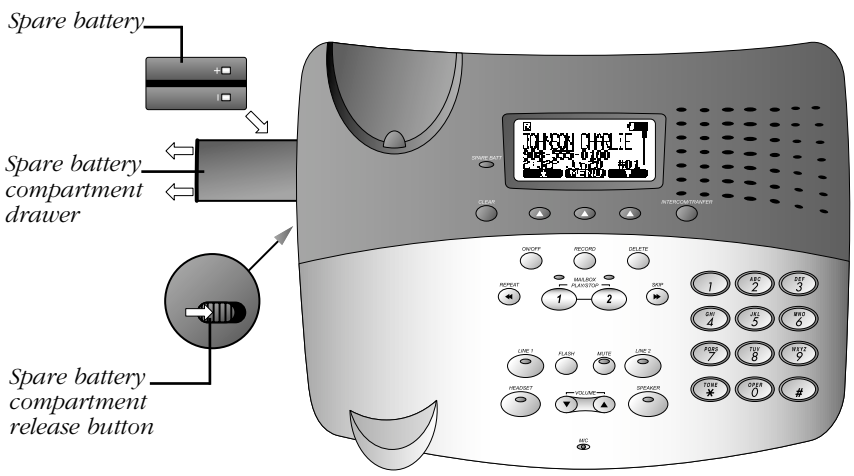
Spare Battery

This phone is equipped with a built-in spare battery charger in the base unit. The spare battery charger allows you to always have a charged battery available should the handset battery charge become low.

A fully charged spare battery installed in the charger also provides back-up power in the event of a power failure (see "Power Fail Operation" for details).

NOTE: *Do not switch the battery while on a call.*

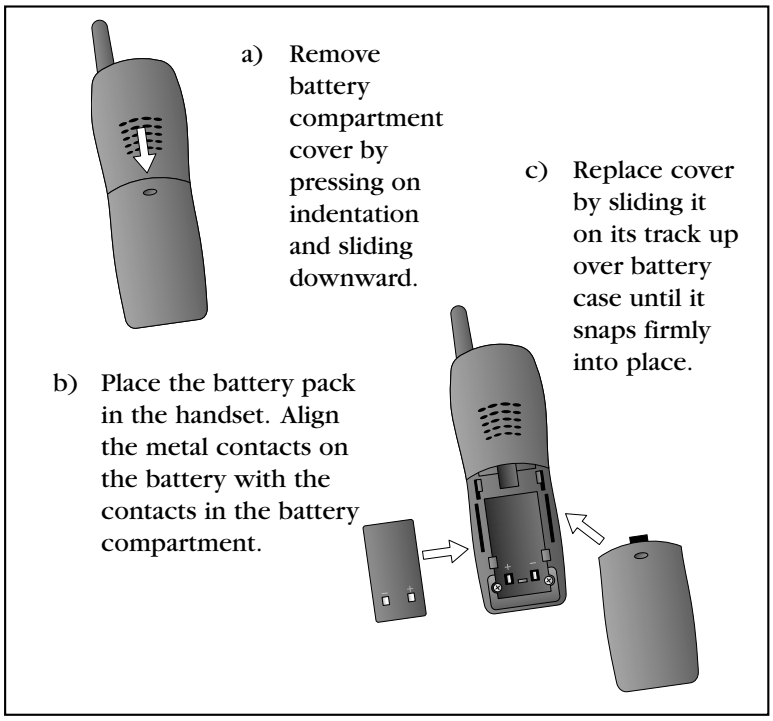
1. Press the release button on the left side of the base unit to open the spare battery compartment drawer.
2. Place the battery pack (AT&T Accessory Battery Model 2401, SKU# 91077, purchased separately) in the drawer, with the charge contacts facing up and toward the phone.
3. Push the drawer closed.
4. The spare battery takes 24 hours to fully charge.



BATTERIES

Replace the Handset Battery Pack

1 Install the handset battery.


a) Remove battery compartment cover by pressing on indentation and sliding downward.
b) Place the battery pack in the handset. Align the metal contacts on the battery with the contacts in the battery compartment.
c) Replace cover by sliding it on its track up over battery case until it snaps firmly into place.

2 Charge the handset battery.

- Place the handset in the handset charger.
- Charge the battery at least 12 hours. After the first charge, the battery will typically charge in only eight hours.

Power Fail Operation

You can use your cordless phone during a power outage if a fully charged battery is installed in the base unit (see "Spare Battery"). This battery will provide enough power for you to make and receive calls for up to one hour.

NOTE: *Spare battery must be installed and charged prior to power outage.*

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OPERATING RANGE

Operating Range

This cordless telephone operates within the maximum power allowed by the Federal Communications Commission (FCC). Even so, this handset and base can communicate over only a certain distance—which can vary with the location of the base and handset, the weather, and the construction of your home or office.

If you receive a call while you are out of range, the handset might not ring—or if it does ring, the call might not connect when you press a LINE button. Move closer to the base, then press a LINE button to answer the call.

If you move out of range during a phone conversation, you might hear noise or interference. To improve reception, move closer to the base.

If you move out of range without pressing OFF, your phone will be left "off the hook". To hang up properly, walk into range, periodically pressing OFF.

IN CASE OF DIFFICULTY

If you have difficulty operating this phone, try the suggestions below. For Customer Service, visit our website at *www.telephones.att.com* or call 1 800 222-3111. **Please retain your receipt as your proof of purchase**.

If the phone does not work at all, check these items first:

- Make sure the power cord is plugged into the base and an electrical outlet not controlled by a wall switch.
- Make sure the telephone line cord is plugged firmly into the base unit and the telephone jack.
- Make sure the battery pack is installed correctly.
- If the screen displays LOW BATTERY, place the handset in the base and charge for at least eight hours.
- If the battery does not charge after eight hours, replace it with Replacement Battery 2401, SKU# 91077.

If the above suggestions do not solve the problem, try re-initializing the handset and base (see "To re-initialize the handset and base" below).

If you have no dial tone:

Check all the previous suggestions. If you still do not hear a dial tone, disconnect the phone and try another phone in the same jack. If there is no dial tone on that phone either, the problem is probably in your wiring or local service.

If you hear a two-beep signal when you try to use the handset:

- The handset and base are not communicating properly. You might be out of range. Move closer to the base and try again.
- If moving closer to the base does not help, follow the directions below to re-initialize the handset and base.

To re-initialize the handset and base:

1. Disconnect the power to the base and handset charger.
2. Remove the handset battery pack.
3. Wait at least 15 seconds.
4. Insert the handset battery pack.
5. Connect the power to the base and handset charger.
6. Put the handset in the handset charger to re-initialize.
7. Wait for handset to display FOUND BASE.

IN CASE OF DIFFICULTY

If you hear noise or interference when using the phone:

- You may be out of range. Move closer to the base.
- Household appliances plugged into the same circuit as the base can sometimes cause interference. Try moving the appliance or the base to another outlet.
- The layout of your home or office may be limiting the operating range. Try moving the base to another location, preferably on an upper floor.

If the phone does not ring when you receive a call:

- Make sure the Ringer is on.
- Make sure the telephone line cord is connected firmly to the base and the telephone jack.
- Make sure the AC adapter is plugged firmly into an electrical outlet not controlled by a wall switch.
- You might be too far from the base; move closer.
- You might have too many extension phones on your telephone line to allow all of them to ring. Try unplugging some of them.

If your telephone misdials:

- If you have dial pulse (rotary) service, you'll need to set the Dial Mode to PULSE. Follow the instructions to "Set Pulse/Tone" under "Telephone Features" in the FEATURE SETTINGS section of this manual.
- If you have touch tone service and you hear clicks while you are dialing, you'll need to set the Dial Mode to DTMF. Follow the instructions to "Set Pulse/Tone" under "Telephone Features" in the FEATURE SETTINGS section of this manual.

If the caller's name or phone number is not displayed:

- Make sure you subscribe to Caller ID service from your local telephone company.
- Make sure the battery is charged.
- Caller ID service might not work when the phone is connected to a Private Branch Exchange (PBX).

If the caller's name or phone number is not displayed during Call Waiting:

- You should call your service provider to confirm that you subscribe to combined Caller ID with Call Waiting service.
- The Caller ID with Call Waiting feature is inactive during a power interruption.
- Make sure the battery is charged

IN CASE OF DIFFICULTY

If messages are incomplete:

- If a caller leaves a very long message, part of it may be lost when the system disconnects the call after three minutes.
- If the caller pauses for more than seven seconds, the system stops recording and disconnects the call.
- If the system's memory becomes full during a message, the system stops recording and disconnects the call.

If you have difficulty hearing messages:

Check the volume setting.

If the system does not answer after the correct number of rings:

- Make sure that the answering system is on.
- If Toll Saver is on, the number of rings changes to two when you have new messages waiting.
- In some cases, the system may be affected by the ringing system used by the local telephone company.
- If the memory is full or the system is off, the system answers after 10 rings.

If the system does not respond to commands from a remote touch tone phone:

- Make sure you are calling from a touch tone phone. When you dial a number, you should hear tones. If you hear clicks instead, the phone is not a touch tone telephone.
- The answering system may not detect the Security Code while your announcement is playing. Try waiting until the announcement is over before entering the code.
- Make sure you enter your Security Code correctly.
- There may be noise or interference on the phone line you are using. Press keys firmly.

If your outgoing announcement isn't clear:

- When you record your announcement, make sure you speak in a normal tone of voice, about nine inches from the base.
- Make sure there is no "background" noise (TV, music, etc.) while you are recording.

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AT&T

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Answering System 2462
Remote Commands

To connect with your answering system:

1 Dial your telephone number from a touch tone phone.
2 When the system answers, then enter your Security Code (preset to 5000).
3 After the announcement, enter a remote command from inside this card.

PERF.

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Printed in China. 02/02

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AT&T

DRAFT 1/28/02

Answering System 2462
Remote Commands

To connect with your answering system:
1 Dial your telephone number from a touch tone phone.
2 When the system answers, then enter your Security Code (preset to 5000).
3 After the announcement, enter a remote command from inside this card.

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Remote Command	Press
Voice Help menu	5
Play all messages	1, then mailbox number
Play only new messages	2, then mailbox number
Repeat message	4 while messages plays
Skip message	6 while messages plays
Stop	#
Save messages	Hang up
Delete current message	3 while message plays
Delete all messages	3, then mailbox number. After prompt press 3 again.
Review announcement	7, then mailbox number
Record announcement	8, then mailbox number, speak after beep, press 5 to stop
End remote access call	* 0
Turn system off	0, and the mailbox number; system announces, *"The ITAD is now off".* Press 0 again to turn system back on
Turn system on	When off, system answers after 10 rings and announces, *"Please enter your security code";* press #, then enter your security code
Change Answer Mode	9, then mailbox number, after announcement press 9 again to change mode.

Remote Command	Press
Voice Help menu	5
Play all messages	1, then mailbox number
Play only new messages	2, then mailbox number
Repeat message	4 while messages plays
Skip message	6 while messages plays
Stop	#
Save messages	Hang up
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Review announcement	7, then mailbox number
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